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# AS Minutes 2008 04 09

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1. The meeting was called to order by Speaker Carol Gibbons at 2:42pm. A quorum was reached with 52 faculty members in attendance.
2. Minutes: The minutes were accepted as written.
3. Treasurer's report: There is a balance of \$1,985.37 and 81 faculty members have paid dues.
4. Announcements:
  - a. The Speaker announced that Dr. de la Motte would be forming an ad hoc committee to review the faculty manual this summer. Members will be compensated for the additional summer duty. Interested faculty should contact Dr. de la Motte via e-mail outlining the reasons why they would like to serve on this committee as well as any relative prior experience.
  - b. Thank you notes were received from Camille Allen and Jackie Janicki
  - c. Faculty members were reminded that nominations for committee membership were due by Friday, April 11.
  - d. Jim Chace announced that on Earth Day, April 22, there were various activities being planned from 12-4 pm in O'Hare. He asked faculty to contact him if they had any students that might want to participate.
  - e. Fr. Tom O'Neill announced that the Deacon Program is being re-established. Deacon Paul Sullivan, Director of Deacons would be happy to come to Salve Regina to speak about the program. Anyone interested in learning more about the program or teaching within it should contact Deacon Sullivan at [psullivan@dioceseofprovidence.org](mailto:psullivan@dioceseofprovidence.org) Women are not being encouraged to participate at this time.
  - f. Response from Sr. Therese re: staff termination memo. Several faculty requested that the memo be recorded within these minutes. The memo states: *"I acknowledge your memorandum received in my office on March 10, 2008 with suggestions regarding the staff termination policy. Staff policies and procedures contained in the Staff Handbook are regularly reviewed by members of the administration and by legal counsel. While I acknowledge receipt of your memorandum, it is important to note that matters relating to staff employment are not within the purview of the Faculty Assembly."* Several faculty also wished that the following statement from our Faculty Manual be recorded within the minutes. *"With all of the above in mind, the scope and function of the Faculty Assembly shall be as follows:
    - b. It shall be the vehicle through which the Teaching Faculty express their corporate voice on all matters related to the welfare of the University."* (pg. 113)

In addition, faculty comments about the President's response described it as "disappointing", "dismissive", and "noncollegial".

5. Sr. Diane Tomkinson reported on behalf of the Evaluation Process Committee.  
There was an 82% response rate for the VPAA survey. The feedback will go directly to Sr. Therese. This pilot process will end in the fall with Dr. de la Motte's response to the survey findings. It is the committee's intent to return to the Faculty Assembly with a formal vote on the process.
6. John Mixter gave a detailed account of the procedures that are in effect in the event of campus violence. He referred to a memo sent to all faculty entitled **Crisis Response Procedures – Active Shooter – Guidance to Faculty**. He encouraged all faculty to read the memo carefully. He indicated that the greatest promise in reducing violence on campuses is through improved communication. He maintained that getting students the help that they need is the best way to diminish potential violence.  
Mr. Mixter informed the faculty that Salve Regina will implement a new emergency broadcast system in May. This system will allow all members of the University community to receive information via cell phone, computer, and/or phone system. He also outlined the various initiatives in place to continue to train our security officers in the event of campus violence. Faculty members voiced their appreciation of the thorough work that our safety and security officers are doing to maintain our safety.
7. Dr. George Antone presented a motion for two International Studies minors. This was for informational purposes only. A vote will be taken at the May meeting.
8. A motion was made concerning election and membership of the Evaluation Process Committee (EPC). The motion read that the EPC be made up of six members serving staggered two-year terms: one member elected by the UDC; one member is elected by the Graduate Council; 4 members are elected by the Faculty Assembly. The motion carried by a unanimous vote. It was decided that the Elections Committee would send an e-mail call for nominations.
9. The next meeting of the faculty assembly is scheduled for May 7, 2008 at **3:15pm**.
10. The meeting was adjourned at 3:30pm.

Respectfully submitted by Patricia Hawkrigde